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WASHINGTON, D.C. 20576

IN REPLY REFER TO:

NCPC File No. 0369

DEC 14 1971

MEMORANDUM

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28 DEC 71

TO : District of Columbia and Federal Agencies Affected by Section 5  
of the National Capital Planning Act of 1952, as Amended, and  
Section 16 of the Act of June 20, 1938, as Amended

FROM : Charles H. Conrad  
Executive Director *Charles H. Conrad*

SUBJECT: Proposed Requirements Respecting Site and Building Plan  
Submissions to the National Capital Planning Commission

The Commission, at its meeting on December 2, 1971, authorized the enclosed "Proposed Requirements Respecting Site and Building Plans" to be published as a Public Notice in the Federal Register on December 11, 1971. Interested agencies have been asked to comment on the proposed requirements within thirty days after their publication in the Federal Register.

The proposed requirements generally reflect the policies and practices of the Commission--and particularly those of the Federal Planning and the District Public Improvements Committees--that have been used for several years. However, several recent submissions have caused the Commission to question and seek clarification of these requirements which heretofore had not formally been adopted by the Commission as a whole.

We have enclosed a copy of the proposed requirements to afford you an opportunity to have your comments included in your agency's response to our Public Notice. The Commission will consider the adoption of the proposed requirements at its meeting on February 3, 1972.

Enclosure

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